APPENDIX I

Vol. 33, No. 2 January 11, 1974

SEMIANNUAL REPORT ON DEVELOPMENTS AT THE LIBRARY OF CONGRESS JANUARY 1974

LEGISLATION RELATING TO THE LIBRARY OF CONGRESS

LC Appropriations for Fiscal 1974

The President on November 1 signed H.R. 6691 (Public Law 93-145), an Act authorizing appropriations for the legislative branch for fiscal 1974.

Included in the Act is a direct appropriation of $82,371,150 to the Library of Congress.

Of this amount there is $39,458,000 for Library of Congress salaries and expenses (Administrative, Processing, and Reference Departments, the Law Library, and the Office of the Librarian). The Congress approved 98 additional positions under this appropriation.

For the Copyright Office, an appropriation of $5,139,000 was made.

An appropriation of $10,927,000 was made to the Congressional Research Service. An additional 94 positions were authorized.

Under the appropriation heading of Distribution of Catalog Cards, $10,343,000 was made available.

An appropriation of $9,805,000 was made for the operation of the program for Books for the Blind and Physically Handicapped.

An appropriation of $1,194,650 was made for Books for the General Collections and $208,500 for Books for the Law Library.

For the P.L. 480 program, an appropriation of $2,267,000 was made. This includes $1,971,400 in U.S.-owned foreign currencies and $295,000 in U.S. dollars.

An appropriation of $2,868,000 was made for furniture and furnishings, $2,325,000 of which will be for the second increment of furniture for the initial outfitting of the James Madison Memorial Building.

Also included was $29,000 for the preparation and updating of the *Constitution Annotated* and $132,000 for a continuation of assistance to the Parliamentarian of the House of Representatives in preparing a supplementary edition of the *Precedents of the House.*

Copyright Legislation

On July 31 and August 1, 1973, hearings were held before the Subcommittee on Patents, Trademarks, and Copyrights of the Senate Committee on the Judiciary on S. 1361, the bill for the general revision of the copyright law. The issues on which testimony was given included library photocopying; a proposal for general educational exemptions; the cable television royalty schedule; a proposed exemption for recording religious music for authorized broadcasts; and the carriage of sporting events by cable television. Senator John L. McClellan, Chairman of the Subcommittee, has indicated that the Subcommittee will meet in February 1974 to mark up the revision bill. Senator McClellan has also indicated that proposals along the lines of S. 1359, which would amend the copyright law to preclude a foreign country from taking over the rights of its authors to U.S. copyright, in order to suppress publication of their works in this country, would be included in the general revision bill.

INTERNATIONAL COPYRIGHT

The Third Committee of Governmental Experts on Problems in the Field of Copyright and the Protection of Performers, Producers of Phonograms, and Broadcasting Organizations Raised by Transmission via Space Satellites held a meeting in July 1973 in Nairobi, Kenya. As a result of the meeting, in which Abe A. Goldman, the Acting Register of Copyrights, participated as a member of the U.S. delegation, a new draft Convention Relating to the Distribution of Programme-Carrying Signals Transmitted by Satellite was prepared, and a resolution was adopted recommending that a diplomatic conference be convened in 1974 for the purpose of concluding an international convention on this subject.

In December 1973, the Intergovernmental Copyright Committee of the Universal Copyright Convention met in Paris for its regular biennial meeting. Some of its sessions were held jointly with the Executive Committee of the Berne Union on topics of common interest. Among these topics were an examination of the feasibility of an international instrument concerning the reprographic reproduction of works protected by copyright and a draft model law on copyright for developing countries in Africa. Barbara A. Ringer, the Register of Copyrights, partici-

pated in the meeting as a member of the U.S. delegation.

On October 1, 1973, the Senate, by unanimous vote, approved the ratification by the United States of the Convention for the Protection of Producers of Phonograms Against Unauthorized Duplication of Their Phonograms. The instrument of ratification by the United States was deposited with the United Nations on November 26, 1973. The Convention, which requires no implementing legislation by the United States, since its laws are already in conformity with it, shall enter into force with respect to the United States three months after the date on which the Director General of the World Intellectual Property Organization informs the States of the deposit of the instrument. Other member countries include Argentina, Fiji, Finland, France, Mexico, Sweden, and the United Kingdom.

JAMES MADISON MEMORIAL BUILDING

Construction of Phase III of the James Madison Memorial Building moved forward rapidly during the past six months, although planning for Phase IV slowed down. By the end of the year the fifth floor had been partially completed and columns were being formed up for the sixth floor in the northeast corner of the building, while the lower courses of granite and marble were being set in place on the southwest corner.

Phase IV planning was delayed for a number of reasons beyond LC's control, and by early fall it was clear that this phase could not go to bid until at least October 1974. Drawings representing approximately 95 percent completion of the Phase IV work were received by the Building Planning Office (BPO) on the first of November. The draft specifications were received a few days later. Much of the effort of the Building Planning Office is currently being expended on checking these drawings and specifications.

At the same time, the staff of the interior design group of the BPO was finalizing furniture and room layouts and developing work station designs with the occupying units. Testing and evaluation of the compact bookstack design, developed by the Building Planning Office and erected at the Pickett Street Annex, was completed and the engineering staff was engaged in the preparation of the technical specifications for this equipment. It is expected that bids for the compact bookstacks will be requested in the spring of 1974.

Because of the delay in completion of the Phase IV drawings and specifications, it now appears that the building will not be ready for occupancy before early in calendar 1977, or possibly later.

EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

Affirmative Action

The Library of Congress Affirmative Action Plan for Fiscal Year 1974 was announced to the Library staff in Special Announcement 585 of August 20, and reprinted in the LC *Information Bulletin* of August 24. The 1974 Plan continued the incompleted items of the 1973 Plan and established four major program objectives for fiscal 1974: the establishment of an Affirmative Action Coordinating Committee to provide interdepartmental communication and coordination and maintain a Library-wide overview of the Affirmative Action program; the initiation of Training and Performance Appraisal Agreements to offer 26 employees with considerable experience but who lack educational credentials an opportunity to be promoted and demonstrate their ability to perform in higher graded positions; the evaluation of the Library's employment tests and qualifications requirements for job relatedness and business necessity; and the counseling and establishing of Career Plans for each employee participating in the Library's Tuition Support program.

The adoption of the 1974 Affirmative Action Plan climaxed a significant program of communication and opinion exchange between employees, employee organizations, and those responsible for developing the plan. Most important of these inputs was the Affirmative Action Survey conducted in June and published July 27. This questionnaire was distributed to all Library staff and 1,759 (approximately 44 percent) responded, giving their opinions and preferences for programs to be included in the 1974 Plan. The largest percentage of employees thought "Training and Education programs" should be given first priority, followed by "Promotion and Reassignment programs," "Evaluation of Employees' Potential," and so on to "Recruitment programs" which they thought should be given last priority. Approximately two-thirds of the employees felt that emphasis should be placed on training, but on training fewer employees for predetermined and certain opportunities rather than larger numbers for expected but uncertain opportunities. More than two-thirds of those respond-

ing felt the 1974 Plan should concentrate on a few objectives rather than spread resources over a larger number of objectives. Employees were asked "If the Affirmative Action Plan were 100 percent effective during Fiscal 1974 what major change or event would you expect to occur as a result of this effectiveness?" In terms of their primary expectations more employees expected "improved employee morale/less unrest/more job satisfaction/happier, contented workforce/lower turnover" followed by "greater efficiency," "more promotions/upward mobility," and "more opportunities for training, education, job advancement, and job experiences." These and the many other specific suggestions that were offered in the Affirmative Action Survey provided the main input for the development of the 1974 Affirmative Action Plan.

The progress made by the Library of Congress in its Affirmative Action program can be summarized as follows.

Objective 1: The Affirmative Action Coordinating Committee was established and met on six occassions between September 11 and December 4. The Committee assisted in increasing funds for Tuition Support and coordinated the administration of the Training and Performance Agreement program in each Department of the Library and in the Librarian's Office. The membership of the Committee was increased on November 13 by the appointment of a representative of the Equal Opportunity Office (to give the Committee expert information on the nature of complaints of discrimination being filed by employees, thus enhancing the Committee's ability to recommend programs that would anticipate problems before they resulted in complaints being filed).

Objective 2: The Library's Training and Performance Agreements program was initiated on October 10 with the Library's announcement that 38 positions would be allocated to this effort. (This was 12 more than the 26 positions planned.) As of December 31, 17 of these positions were filled. All positions were filled through competition among employees in which the emphasis was placed primarily on the employee's performance record and motivation and secondly on educational credentials. Of the remaining 21 positions, 19 were announced to the staff and applications were accepted and are under consideration, with the selections expected to be made early in January 1974. Two positions were in the process of being announced.

Objective 3: An outside research consultant was contracted to review and evaluate employment tests administered in the Library and make recommendations for improvement. The study was completed and a final report was submitted on November 12. The Personnel Office is currently developing a recommendation on what should be the Library's response to this study and its findings.

Objective 4: All 119 employees who signed up for the Tuition Support program were counseled by the Employee Development Specialist of the Library of Congress. The Library's Training Office maintains written Career Plans for each participant and monitors their progress in terms of that Plan. During the first semester of the 1973-74 academic year the Library spent $16,000 for employees' tuition at 15 local colleges and universities.

In addition to progress on the major objectives, the Library made significant advancement in program areas of the 1974 Affirmative Action Plan during the first half of fiscal 1974. In the Public Services Careers program, 23 out of 33 entry component participants passed either or both the clerical and typing tests and were assigned permanent positions in the Library; the Training Office counseled 136 employees seeking advice on how to advance their careers and as a result of this counseling approximately 100 entered more formal and directed programs; the Library of Congress Individual Advancement Plan (LCIAP) advanced from the "test" to the "operational" stage; and the Personnel Office initiated a one-page, "Affirmative Action News" primarily for informing employees on the Library's Affirmative Action program (publishing two issues during this reporting period).

Equal Opportunity Office

Communication about the Library's Equal Opportunity Program has been of major concern to the Equal Opportunity Office. Information about the program is now being included within new employees' orientation.

In addition to monthly talks to staff and new employees, a sound/slide presentation is now being prepared to illustrate how the equal opportunity complaints procedure works in the Library of Congress.

The Library of Congress Regulation on discrimination complaints procedure was revised during this period. The draft was distributed for review and response by the six departments, the Human Relations Committees, union and staff organizations before final revision. Distribution is to be made early in January.

Beginning September 1973, two additional officers,

six additional counselors, and one assistant secretary were added to the Equal Opportunity staff bringing the total staff complement to 17, including four full-time staff members. During this period, staff members received instructions in the following courses: Appeals Examining, Personnel Management for EEO Specialists, Instructor Training, EEO Counseling, and Advanced EEO Counseling.

Within the July-November period, there were 35 instances of alleged discrimination filed in the Equal Opportunity Office; of them, 17 allegations were resolved at the Counselor level, four were transferred to the Employee Relations Office as being within its jurisdiction, and the remainder were further processed in the Equal Opportunity Office.

LIBRARY OF CONGRESS INTERN PROGRAM, 1974-75

The Library of Congress Intern Program for selected members of the Library staff and outstanding graduates of library schools will be reinstated for 1974-75. As in the past, the expectation will be that those who complete the program will continue their careers at the Library. Selections from library schools will be made from nominations submitted by deans and directors. Selection of LC staff members will be made from nominations submitted by division chiefs and may include candidates with backgrounds in library science or in other disciplines needed in the Library's activities.

The program offers up to 17 weeks of seminars, tours, and rotating work assignments. Its purpose is to give in-depth orientation in the Library's functions, activities, and policies in order to provide a background for fuller job performance, and to assist in developing career potential for a variety of positions in the Library.

ACQUISITIONS

National Program for Acquisitions and Cataloging (NPAC)

The fiscal 1974 appropriation of $8,098,346 for NPAC did not include any of the funds requested for expansion of the program. In May 1973 the House Committee on Appropriations initiated an in-depth study and investigation of the operation of the entire NPAC program "to develop the necessary background information required for future decisions as to funding needs." The report is expected to be completed before the end of the calendar year and in the hands of the Appropriations Committee before hearings on the Library's fiscal 1975 budget request. It is not known whether the report will be made public.

The joint P. L. 480/NPAC office in Belgrade was closed in August 1973 with the termination of the P. L. 480 Program in Yugoslavia. Arrangements were established for the NPAC shared cataloging program to continue, with the Jugoslovenski Bibliografski Institut in Belgrade supplying prepublication bibliographic data prepared for the *Bibliografija Jugoslavije* directly to LC to be matched with LC's Yugoslav receipts obtained through purchase, exchange, and other sources. These procedures are similar to the NPAC arrangements now in effect for USSR publications and bibliographic data. There have been delays in receipts during the transition period.

In fiscal 1973 NPAC participating libraries reported 123,568 titles for which cataloging was not located at first search. Eighty percent of these titles had already been received at LC or were already on order. Those titles were advanced to a higher cataloging priority as a result of the reports. The remaining titles (24,213–19.6 percent) were ordered for cataloging on demand. From the beginning of the NPAC program in June 1966 through June 1973 a total of 815,564 reports have been searched, resulting in orders being placed for 168,351 titles not previously acquired by LC. These figures refer only to current titles (in NPAC terms this means the current five years) reported from the 24 NPAC shared cataloging countries. As a result of a review of NPAC reporting by participating libraries carried on this summer, distribution of the NPAC depository set was reduced to 62 libraries.

Public Law 480 Program

The P. L. 480 Program continues in fiscal 1974 at a considerably reduced level, having lost two field offices (in Belgrade and Tel Aviv) because of the lack of excess foreign currencies. Sri Lanka publications are still being acquired by the New Delhi office, but only for the 17 libraries which were prepared to contribute sufficient U.S. dollars to cover the purchase price of a set of publications as well as a portion of the administrative costs. The chief burden of administration is born by the P. L. 480 Program, utilizing the staff and resources of the New Delhi office, which continues to issue an *Accessions List* for Sri Lanka and to provide participants with preliminary catalog cards for publications distributed. The New Delhi office will also continue to issue an *Accessions List:*

Bangladesh although the multiple-copy acquisitions program for Bangladesh ceased in June 1973.

Personnel changes include the appointment of Jerry R. James, former Field Director of the P. L. 480 office in Belgrade, as Field Director in Pakistan and Acting Field Director in Cairo, where he spends approximately one week out of each month. In New Delhi, E. Gene Smith, former cataloging consultant to that office, is now Assistant Field Director for Cataloging.

The revised distribution of publications to participants in the South Asia Program has resulted in a 10 percent reduction of pieces acquired by the New Delhi office and a 30 percent reduction of pieces acquired by the Karachi office. In addition to opting for a reduction of material in most languages, most participating libraries also eliminated completely from their selection some languages in which they had previously been receiving considerable material.

The Cairo office continued to operate through the October war although the distribution of publications was interrupted temporarily. Visits of the Acting Field Director were resumed in November.

The number of serial subscriptions and standing orders renewed in October for participants in the Polish Program was reduced from 583 titles to 442 titles for calendar 1974. Deletions were based on recommendations submitted by several participants in September and October. Furthermore, a reduction of costs was considered desirable in view of the lack of definitive information available from the U.S. Treasury Department on the amount of P. L. 480 Polish zlotys which the Library will be authorized to spend in fiscal 1974.

EXCHANGE AND GIFT DIVISION ACTIVITIES

Monthly Checklist of State Publications

On August 21, 1973, the U.S. Government Printing Office with the approval of the Joint Committee on Printing approved a new scale for establishing the sales price for all publications sold by the Superintendent of Documents. As a result, the price of the *Monthly Checklist of State Publications,* effective January 1974, will be $12.80 per year, $3.20 additional for foreign mailing. Single monthly issues will cost 90 cents, except June and December, $1.55; the *Index* will cost $1.25.

During the period from July through December 1973 a total of 14,235 titles were listed in the *Checklist,* as compared with 12,584 titles listed during the same period in 1972, an increase of approximately 13 percent.

Federal Documents Section

The Federal Documents Section continues to receive material under the provisions of the Federal Advisory Committee Act (P. L. 92-463). As of the end of November 1973, fiscal 1974 receipts include 158 charters and 89 reports. A listing of annual reports and other data on advisory committees was compiled by the Senate Committee on Government Operations, Subcommittee on Budgeting, Management and Expenditures, and issued as a committee print dated May 2, 1973, under the title *Federal Advisory Committees; First Annual Report of the President to the Congress, Including Data on Individual Committees,* March 1973. Copies of the committee print have been added to the Library's collections.

The current issue of *Non-GPO Imprints Received in the Library of Congress: A Selective Checklist* was published in the fall. Larger than the two preceding checklists, it includes 408 monographic entries and 142 periodical entries. Comments from users of the checklist on its usefulness would be welcomed by the Exchange and Gift Division. The publication is for sale by the Card Division for $1.25.

Documents Expediting Project (Doc Ex)

In fiscal 1973 Doc Ex was able to fill 73 percent of the participants' special requests. Through November 1973 the Project staff again filled 73 percent of the subscribers' requests, or 2,652 of the 3,632 requests handled. By the end of November 1973, 27,507 more pieces had been sent out by Doc Ex than during the same period last year and 191 more titles were distributed, an increase of approximately 13 percent in the number of titles distributed.

Exchanges

From July 1, 1973 to the end of November 1973, the African-Asian Exchange Section had received a total of 286 monographs and serials from the following sources: the National Library of Peking, 81; the State Public Library, Ulan-Bator, Mongolia, 9; the State Central Library, Pyongyang, North Korea, 45; and the Library of Social Sciences in Hanoi, 151.

The Hispanic Exchange Section is currently conducting active exchange relations with 46 Cuban institutions including all the universities, the majority of the research institutions and practically all of the central government ministries. The Section receives, on a

regular basis, 190 serial titles and almost all of the monographic works being issued in Cuba. Some official publications such as annual reports, fiscal studies, statistical compilations, or development plans of the ministries have not been forthcoming, nor has the official gazette.

Gifts

The Exchange and Gift Division's gifts and deposits for the first part of FY 1974 include materials added to the following manuscript collections already housed in the Library of Congress: MacKinley Kantor, John Hall Wheelock, Senator Robert A. Taft, Toni Frissell, Lucy Kroll, Gifford Pinchot, Elmer Gertz, Gutzon Borglum, Louise Bates Ames, Vincent Price, Archibald MacLeish, James Michener, Margaret Webster, Chester Arthur, and the American Psychological Association. Additional music manuscripts were added to these collections: Waldo Peirce, Teo Macero, Walter Piston, Joseph Goodman, and George Antheil. Other library materials added to existing collections included original drawings by Howard Brodie and photographs by Arthur Rothstein.

Among new acquisitions received are papers of Captain Eddie Rickenbacker, Judge Simon E. Sobeloff, and Judge E. Barrett Prettyman. Other new library materials include music manuscripts of Amedeo de Filippi and Edward B. Claypoole, composite nitrate film of Fred Astaire and Ginger Rogers dances from each of their RKO pictures, original political cartoons of Gibson M. Crockett, and photographs by Theodore Horydczak.

Other important acquisitions were two letters of Andrew Jackson to General John Chaffee, dated May 1821, and a two-and-one-half-page ALS of James Monroe, dated Paris, November 19, 1794. The Monroe letter appears to be heretofore unknown and unpublished.

ORDER DIVISION ACTIVITIES

Receipts of library materials from Latin America on newly placed blanket orders have begun, but it is too soon to evaluate the effectiveness of the program. Because of the interest of many other U.S. research libraries in Latin American acquisitions to replace the now-defunct Latin American Cooperative Acquisitions Program, close contact is being maintained with acquisitions staff in major research libraries. It is hoped that blanket orders for materials from Yugoslavia and Israel will provide a relatively smooth transition from the previous P. L. 480 arrangements.

CATALOGING

Factors affecting LC acquisitions are beginning to have some effect on the nature, though not the volume, of the Library's cataloging production. The combination of much improved implementation of selection guidelines by the bookdealers in NPAC countries and the noticeable decline in book production, particularly in Western Europe, will be reflected in a gradual increase in the relative percentage of noncurrent titles that are cataloged. An interesting example of this effect is that it has now been possible to get many long backlogged titles in Scandinavian languages through the stage of descriptive cataloging. Another effect of the decline in pressures for cataloging current materials from particular NPAC countries will be the possibility of staff readjustments to increase the cataloging of receipts from other countries, previously less well supported. The most noticeable change in American acquisitions has been the sharp reduction in reprint publishing. Despite these developments the number of titles newly cataloged is holding at about last year's rate.

An analysis completed in November of the throughput time from receipt of book to production of catalog card revealed that in the priority categories that encompass the bulk of current NPAC receipts completion time was six weeks earlier as compared with the situation last March.

Cataloging in Publication

There are presently over 500 publishers participating in the CIP program. Since the beginning of the program in July 1971, over 26,000 titles have been processed, including 1,400 titles cooperatively cataloged by the Library of Congress with the National Library of Medicine. Weekly receipts continue to average between 250 and 350 titles.

The program is now funded under the regular ongoing LC appropriation from Congress. In September project staff began to contact Federal agencies to request their participation in CIP. Document titles selected for CIP processing will initially be those that are widely acquired and cataloged by American libraries. Agencies are being phased into the program as staff schedules and work loads permit. An effort is also being made to secure the participation of the

remaining trade publishers and effect 100 percent coverage from the participating publishers.

Cataloging Rules Development

With final agreements on the provisions of the International Standard Bibliographic Description-Monographs (ISBD(M)) having been reached at the Grenoble meeting of IFLA, work has been proceeding to finish the revision of Chapter 6 (Description) of the *Anglo-American Cataloging Rules (AACR)* to reflect the ISBD(M) for submission to the committees of the American and Canadian Library Associations for approval and eventual publication by ALA. The latter should take place early in 1974, probably shortly after the time the ISBD(M) itself will be published.

Concurrently work has begun on a revision of chapter 12 of the *AACR* (Motion Pictures and Filmstrips) which will cover specialized instructional materials in addition to materials for projection. The source materials to be used in preparing the draft are three recently published manuals and standards: *Standards for Cataloging Nonprint Materials* (Association for Educational Communications and Technology); *Nonbook Materials, the Organization of Integrated Collections* (Canadian Library Association); *Nonbook Materials Cataloguing Rules* (National Council of Educational Technology with the Library Association); and the *Nonprint Media Guidelines* recently produced by an ad hoc task force, Pearce S. Grove, Chairman. There will be opportunity for comments when the draft has been completed.

LC Classification

The fourth edition of Class A, Generalia, has been published and can now be purchased from the Card Division. New editions of Classes C, Auxiliary Sciences of History; U, Military Science; and V, Naval Science, are currently being prepared; the last two should be ready for press early in 1974. Classes B-BJ, Philosophy/Psychology, and H, Social Sciences, are also being revised but will require considerable time before publication. In law classification development Class KD, Law of the United Kingdom and Ireland, has been published and can be purchased. Class KE, Law of Canada, is being prepared in cooperation with the National Library at Ottawa which is represented at LC by Ann Roe, a cataloger from the National Library staff. Work continues on the development of Class K, General Law, and KKC, Law of Germany.

Decimal Classification Activities

Planning and development of the 19th edition of the *Dewey Decimal Classification,* due in 1977 or later, continued apace. The Editorial Policy Committee met in November in LC and studied various specific proposals for the forthcoming edition. Major attention was given to the life sciences, sociology, history and civilization, music, and the forthcoming new local administrative divisions of the United Kingdom that are due to go into effect in April 1974. The classification activities of the Decimal Classification Division, which were at an all-time high for fiscal 1973 (81,474 titles), promised to go a bit higher for fiscal 1974. Covered were nearly all titles cataloged by the Library in English and a selection of those in French and other western languages, especially if included in the MARC record. Cooperation continued with the *British National Bibliography,* and contacts have been made with the *Australian National Bibliography.*

SERIALS

On the basis of production statistics thus far, the descriptive cataloging of serials should rise from 10,000 in fiscal 1973 to nearly 12,000 in fiscal 1974. Procedural changes instituted in September 1973 will result in an increase in data reported to the MARC Development Office. MARC-Serials tapes, previously restricted to roman alphabet serials, will include romanized entries for serials in all non-roman alphabets and characters: Cyrillic, Greek, Hebrew, Arabic, Chinese, Japanese, etc. The revised procedures will also facilitate the editing of Asian language serials for *New Serial Titles.*

CARD DISTRIBUTION SERVICES

For the fiscal year ending June 30, 1974, the number of orders for catalog cards is projected at approximately 7-1/2 million and the number of cards sold at 59 million.

In June 1973 the Library received permission from the Congressional Joint Committee on Printing to utilize the VideoComp in the Card Division to photocompose all future issues of *Films and Other Materials for Projection, Library of Congress Subject Headings* and its *Supplements,* and the *Digest of Public General Bills and Resolutions.* Once photocomposed, the master copy is provided in a film form to

the Government Printing Office, where it is developed on a reversal processor and then used to create plates for printing. The first supplement to the 8th edition of *Library of Congress Subject Headings* is now being prepared by the new techniques. This changeover has caused a delay in its preparation; therefore, instead of a January-March quarterly, the first issue will be a semi-annual covering the period January-June 1973. It is tentatively scheduled for publication in early 1974.

In December 1973 a second cutter/collator machine was installed in the Card Division's printing unit. Now undergoing final testing, the implementation of this device should significantly increase the number of photocomposed MARC cards which can be automatically printed, cut, and collated in a sequence predetermined by parameters used in the computer programs.

CARD CATALOGS

Three projects involving the card catalogs were undertaken by the Catalog Management Division during the last half of 1973.

The Far Eastern Languages Catalog in the Orientalia Division was expanded by 240 trays and now contains 660 drawers. Each tray is about half full and the catalog should not need to be enlarged again until sometime after 1976. The shift was completed in November.

The Official Catalog, totaling 20 million cards, was expanded from 19,200 to 25,200 trays with an optimum capacity of 25 million cards. The move was necessary both to alleviate overcrowding now and to provide space for expansion until 1977, the projected date for transfer to the new James Madison Memorial Library Building. In conjunction with the expansion, readability was greatly improved by the installation of fluorescent lighting. The staff of seven divisions had to be relocated to provide the needed space.

In connection with space reassignments in the Reference Department, a card catalog for serials, discontinued since 1969, was reactivated in the Science Reading Room by photographing the currently maintained serials catalog in the Main Reading Room.

BOOK CATALOGS

Quinquennial of the National Union Catalog, 1968-72

Copy for volumes 80 and 81 of the 1968-72 quinquennial of the *National Union Catalog* was shipped in November to the publisher, J. W. Edwards, Inc., Ann Arbor, Mich., bringing to completion some 80 percent of the author list. The 81 volumes completed thus far contain 52,782 pages. At present production rates, the author portion of the quinquennial should be completed in February 1974.

In November, Edwards released the first six volumes of the quinquennial. These volumes carry a limited copyright notice in the name of the American Library Association. Certain entries prepared by libraries other than the Library of Congress are protected by this notice. All appropriate volumes of the quinquennial will receive this copyright protection. The American Library Association will grant the Library of Congress and J. W. Edwards a royalty-free license to publish the protected entries and its NUC Committee is formulating the policies which will govern other licensing arrangements. Future editions of the *NUC* will likewise be copyrighted by the Association.

Register of Additional Locations

Work is also nearing completion on the quinquennial cumulation of the *Register of Additional Locations.* The alphabetical list and the listings for card numbers in series 56 to 67 are being done by manual methods while listings for card numbers 68 to 79 are being done by the newly developed automated system. The editing of the alphabetical list is complete through the letter "R." Page copy preparation has just begun for the manually prepared card number listings, with portions of the arranging and matching of reports yet to be completed in the 62, 63, and 67 card series. Input and program editing of the listings in the automated 68-79 series is complete; for this file, work is now in progress on the addition of card number cross references and on the development of a print program. According to the latest estimate, the 1968-72 *Register* will include over 10.3 million added locations.

Motion Pictures and Filmstrips

Editing of the 1968-72 cumulation of *Motion Pictures and Filmstrips* was complicated by the changes in editorial policy that occurred during the five-year period. Filing of the quinquennial has been completed and reading the trays of the print file began in November. Because of the increased number of films cataloged for *Motion Pictures and Filmstrips* in recent years, this quinquennial will be substantially larger than any previous cumulation.

Library of Congress Catalog-Books: Subjects

The first ten volumes of the 1972 *Books: Subjects* catalog had been sent to the printer by September 18 but shortly thereafter it was discovered that nothing had been done toward printing the catalog because of the paper shortage. Proof copies of the first four volumes were received in November, however, and it now appears that publication can proceed, with the first four volumes going to subscribers early in 1974. Volume 13 of the 15-volume set was sent to the printer November 30, and the last two volumes will be shipped during the first week of December.

The 14,614 pages in this cumulation represent an increase of 34.8 percent over the 10,837 pages of the 1971 annual edition. Similarly, the April-June issue for 1973, which was sent to the printer early in August, contains 2,934 pages, a 16 percent increase over the 1972 quarterly for the same period. The July-September issue, shipped November 14, was 10.8 percent larger than the July-September quarterly for 1972, and overall the three 1973 quarterlies were 18.3 percent larger than the three quarterlies of 1972.

This increase in the number of printed pages reflects two new editorial policies. In May 1972 it was decided that the *Books: Subjects* catalog would henceforth include pre-1945 imprints, which had formerly been excluded; and at the same time the catalog responded to a longfelt need by replacing its former style of card, especially printed to exclude the tracings, with the full-entry ("cumulative") card used by the *National Union Catalog.* While the full-entry cards do require more space on the page, they provide better service to users of the catalog and save the expense of the special printing previously required. The addition of pre-1945 imprints, while not a large quantitative element, gives the catalog complete coverage of all Library of Congress printed cards.

Because 1974 will be the fifth year in a quinquennial period, no annual of *Books: Subjects* will be published for 1974. Planning has now begun for the 1970-74 quinquennial and actual work on it should begin in mid-1974.

Music, Books on Music, and Sound Recordings

Editing of the 1968-72 cumulation of *Music and Phonorecords* was completed early in September; the subject part, containing 1,010 pages, has now been mounted; and mounting of the author section, which will have some 2,700 pages, has begun. Editorial work on the January-June 1973 issue of the expanded catalog, now titled *Music, Books on Music, and Sound Recordings,* has been completed and production of camera copy began in mid-December. Copies should be available to subscribers in February 1974.

Films and Other Materials for Projection

The appearance of the new *Films* catalog has been delayed, but it is now hoped that the first issue, covering the period from October 1972 to June 1973, can be made available early in 1974. Meanwhile, editorial and computer work proceeded on the July-September 1973 issue. It will be ready for the printer early in December and it should appear soon after the first issue.

Newspapers in Microform

Newspapers in Microform: United States, 1948-1972 became available at the end of October 1973. This volume is a cumulation of all the reports contained in the United States sections of earlier editions of *Newspapers on Microfilm* (1948-1967), together with reports received through the summer of 1972. Containing 1,056 pages of text, it reports 34,289 titles in 7,457 localities of the United States and its territories and possessions, as reported by 843 libraries and 48 commercial firms.

Final proof copy of the companion volume, *Newspapers in Microform: Foreign Countries, 1948-1972,* was received on November 27, slightly ahead of schedule, and the publication will be available for purchase early in 1974. It presents 8,850 foreign newspaper titles as reported by 552 libraries and 40 commerical firms.

National Register of Microform Masters

The 1972 *National Register of Microform Masters* went to the printer early in December. Its 1,064 pages give special attention to serials and it is expected that this information will be especially useful to librarians. Editing of the 1973 edition is well advanced, with more than 35,000 reports ready for inclusion. Both volumes should be ready for publication early in 1974.

National Union Catalog of Manuscript Collections

The 1971 *National Union Catalog of Manuscript Collections* (Index 1970-71) was published in April 1973. The volume for 1972 (Index 1970-72) is now in press and should appear in the spring of 1974. It describes and indexes 1,900 collections in 744 pages.

Pre-1956 National Union Catalog

On August 4, 1973, the National Union Catalog Publication Project shipped copy for the last of the

letter K to the publisher, bringing the editing project to the halfway point. As of December 7, 290 volumes had been published, with coverage through "Key, Ernst." Copy for an additional 28 volumes has been edited and shipped, bringing the total edited volumes to 318 and the total cards edited to 5,619,710. The alphabetic coverage extends through "Lienhard, Emil."

New Catalogs

Additional staff has been authorized for two new publications to be published in 1974. The first, tentatively entitled *Name Headings with References,* will report all name authority cards newly created or newly revised, provided that the authority contains at least one reference. (Names requiring no reference can be verified by referring to the *National Union Catalog.*) The second catalog, tentatively called *Monographic Series,* will list all monographs appearing as parts of series. The arrangement will be by the title of the series and their numerical sequence in the collection if they are part of a numbered series. Cross references will be provided for series titles that are not easily identified. Both of the new publications will be issued quarterly, with an annual cumulation.

MARC DEVELOPMENT OFFICE

Since 1971 the MARC Development Office has been developing plans for the systematic automation of technical processes in the Library of Congress. The original master guidelines for an integrated core bibliographic system (described in "Automation Activities in the Processing Department of the Library of Congress," *Library Resources and Technical Services,* v. 16, no. 2, Spring 1972) is considered Phase I of the project. In August 1973, an internal project status report was completed describing the work done under Phase II. The tasks included calculating the size and growth factor of all files and estimating the requirements for on-line terminals and printers, the transaction load on the system, and the volume of hardware activity (e.g., disk accesses and terminal transmissions).

With the completion of Phase II, Phase III has been initiated to define the core bibliographic system at the next level of detail and, if necessary, to revise the order of implementation of the various modules and the time frame for implementation. The first task, the additional analysis required to compile and manipulate the LC name reference file in machine-readable form, is in progress. The objectives have been defined as: (1) distributing name references for MARC subscribers; (2) providing references for LC book catalogs; (3) providing a cataloging aid and an index to the MARC data base; and (4) using the index of names as a means of validating headings as data are input into the MARC system.

Automation of Technical Processes

Considerable progress has been made on the Multiple Use MARC System (MUMS), which will be capable of using either disk or tapes for peripheral storage and will have on-line and off-line (batch processing) capabilities. MUMS consists of three major components: task control, which provides executive control of the system; message control, which consists of two compatible sets of input/output programs called terminal support and batch support; and data management, which handles files on disks. The final version of task control is operational. On-line terminal support is now supporting two preliminary cathode ray tube (CRT) terminals and dial-up typewriter terminals. Batch support has been implemented. The first version of the data management programs that will store and retrieve bibliographic records by LC card number is being integrated with the rest of MUMS.

A contract has been awarded to Four-Phase Systems Company for additional CRT terminals. Also, arrangements are being made with the telephone company to install Model 37 Teletypes as printer terminals. Installation of both these devices is scheduled for the spring of 1974. Requests for expression of interest have also been issued to potential vendors of bar code printer and status reading device terminals for support of the Automated Process Information File (APIF) project.

The first application scheduled to operate under MUMS in fiscal 1974 is the redesign of the MARC input system at LC. The first phase will allow on-line corrections to MARC records and the ability to create records on-line with the master file remaining on tape. Subsequent phases include the conversion of the master file from tape to disk, file control through MUMS data management programs, and conversion of other types of materials to operate under MUMS. Considerable progress has been made on definitions and design for the support of the second MUMS application, the Automated Process Information File.

The initial phase of the APIF project will include input of current English-language imprints processed by the Preliminary Cataloging Section of the Descriptive Cataloging Division. Programming to provide the

capabilities to do on-line searching, inputting, and updating of APIF records, and on-line printing of the manuscript worksheet is in progress. The devices to be used for on-line status/location reporting are presently being determined. In order to facilitate training of preliminary catalogers in on-line searching and to make use of the MARC file for identifying duplicate titles, an on-line file of abbreviated MARC records will be provided in advance of the implementation of APIF.

Subsequent phases of the APIF project will expand coverage to other languages, the other cataloging divisions, and other forms of material; expand search capabilities beyond the initial LC card number, author/title, and title search keys; and allow input of machine-readable files from the Order Division, foreign national bibliographies, and possibly other sources for searching and/or updating an APIF record. APIF records for appropriate materials, in turn, will be updated to become MARC records.

The MARC Development Office is also involved in the automation of the acquisition processes in the Processing Department. During October 1973, the Order Division Automated System was renamed the Library Order Information System (LOIS). Work is now in progress on the third of four scheduled tasks. This third task, scheduled for implementation in January 1974, will bring under automated control all Order Division records pertaining to purchase subscriptions. Previously completed tasks have provided automated control of all Order Division records pertaining to regular orders. The completion of the third task will provide permanent machine-readable files of all Order Division order records and the capability to use the collected data to provide management information for the Order Division. On completion of the third task, work will begin on the fourth task, fiscal control.

Machine-Readable Cataloging and Related Activities

The use of machine-readable catalog records has increased with the corresponding rise in the number of records in the MARC data bases. The Library presently has available in machine-readable form approximately 403,125 records for books (English-and French-language monographs, and Cataloging in Publication titles), 15,100 film records, 5,000 map records, and 3,300 records for serials. As noted in another portion of this report, the Card Division can produce printed cards on their photocomposition device from all of these MARC records, with the exception of serials. Serials processing cannot be handled until the Card Division obtains additional core for their computer. In addition, the number of monthly machine searches in the data base has increased one third in the last six months and has doubled in the last year. The new monthly searches include titles on library and information science, titles on the study and teaching of children's literature, titles pertaining to Latin American studies to assist in the compilation of the *Handbook of Latin American Studies*, and titles having the LC call number for geology.

Another important use of MARC records is in the production of book catalogs. Catalogs containing monograph and serial titles in the Main Reading Room and Science Reading Room reference collections will be prepared in 1974 on a computer line printer after the updating of the machine records has been completed. Preliminary catalogs for both collections had been prepared earlier.

Format recognition, a technique which allows the computer to process unedited cataloging data to create a complete MARC record, has been used by the MARC Editorial Division for input of all English-language monographs since January 1972. Although LC does not expect to implement the rules for the International Standard Bibliographic Description until 1974, the MARC Development Office has completed the changes needed for the format recognition programs to process English-language monographs cataloged according to the ISBD. Portions of format recognition have also been modified in order to process French-language monographs according to the ISBD.

The Office has also completed the conversion of subject heading data into a MARC format and created a single machine-readable file consisting of data from the seventh edition of the LC subject headings list merged with data from all of the supplements through December 1972. The resulting file for the eighth edition is being proofread and corrected where necessary by the Editorial Section, Subject Cataloging Division.

Since January 1973, the Editorial Section has been keying data directly into the automated subject headings maintenance system. These records are being accumulated on a data base in order to publish the quarterly supplement to the eighth edition. Beginning with the second quarter 1973 supplement, the Card Division will be photocomposing these publications from the MARC subject headings file.

Staff members in the MARC Development Office have also been serving in an advisory capacity to divi-

sions in the Reference Department that are creating specialized machine-readable data bases. The Motion Picture Section of the Prints and Photographs Division is nearing completion of a pilot project to convert film records for two collections into machine-readable form. Assistance has also been provided to the Division for the Blind and Physically Handicapped in converting catalog records for open-reel tapes to machine-readable form.

Publications

The Office has continued its efforts to disseminate information on its activities through the Library's publication program. *National Aspects of Creating and Using MARC/RECON Records* contains the results of studies conducted by the RECON Working Task Force. This publication is a companion volume to the *Final Report of the RECON Pilot Project.* Both publications are available from the Superintendent of Documents, U.S. Government Printing Office. A second edition of *Serials: A MARC Format* is in press and will be available through the GPO.

MARC EDITORIAL DIVISION

The burden of backlogs has been banished by the MARC Editorial Division. By the end of the last fiscal year, a seemingly insurmountable backlog of 10,000 in-process titles had been reduced to 3,000 and shortly thereafter to a continuing level of about 1,500. As a result, the conversion of catalog records for English and French language books and new and revised films has been performed on a current basis for the past six months. To provide a cushion of additional work on days of low receipts, 15,680 popular titles (those titles ordered most frequently from the Card Division) have been processed. These records are now available for sale by the Card Division on a separate tape as Popular Titles, Part II. The processing of 48,000 MARC I records has also begun. During the MARC Pilot Project a less complex format than the MARC II format was used. These records are now being updated to full MARC II status. So far, approximately 6,000 MARC I's have been processed.

As part of the preparation for the implementation of the Multiple Use MARC System, verifiers are participating in tests of the cathode ray tube terminal in order to determine response time, the efficiency of the programs to accomplish certain transactions, and the mechanical workability of the terminal. Such testing will continue until Phase I of MUMS begins.

TECHNICAL PROCESSES RESEARCH OFFICE ACTIVITIES

The Technical Processes Research Office is engaged in a study of dynamic file growth. So far, most descriptive studies of LC files (e.g., authority files, the Process Information File) have been, in effect, studies of static files; or, to be more precise, they have been studies of dynamic files in a static state, that is, at one point in time. Experience has shown that inferences drawn exclusively from such data can be quite misleading. This is because almost all LC files result from the accretion of records over many years and relatively recent changes in policy and practice may have caused the characteristics of current input to differ significantly from those of the files as they stand. Therefore, to plan for development of the automated Core Bibliographic System, which is more concerned with going forward than looking back, a clearer idea of how these files are actually growing is needed.

A critical question concerns the extent of duplication among headings (whether name or subject) used on current catalog records in both the short term and the long term. To elucidate this problem, TPR is trying to build a model from sample data to show how a subject index to the MARC data base might grow over a five-year period. Also under study is the incidence of one-shot headings, those used only once during the period under study.

As part of its investigation of dynamic file activity, TPR is continuing its studies of the performance of 3-3 (author-title) search keys. Attention is currently centered on the extent to which the number of responses is influenced by the fact that the language of the record being searched is different from the predominant languages in a data base.

A state-of-the-art study of man/machine interface in interactive systems has been initiated at the request of the MARC Development Office. The objective is to provide guidelines for the design of an optimum user environment for the on-line MARC system now being developed. The first stage of the TPR study will consist of a review of the literature on man/machine interface with particular emphasis on experience gained in established systems and the criteria for evaluating this aspect of their operation.

INFORMATION SYSTEMS OFFICE

The Information Systems Office continued to de-

velop automated systems which affect many areas of activity of the Library. Improvements in computer service were made possible by the installation of a second computer and the application of generalized computer programs to a variety of processes. The activities of the three major offices within ISO are described by the kinds of systems developed and implemented. In addition to direct computer support, activities increased markedly in the planning for the Madison Memorial Library Building, to include studies on the short and long-term potential for data communications activities in the building.

System Development and Standards Office

During the past six months, ISO continued to work toward bringing about a more effective use of automation resources. Seminar and training sessions provided automation personnel with information necessary for such utilization of resources. Data communications and network design were emphasized because of their importance in current teleprocessing applications as well as in future plans for the Madison Building. Information was distributed internally to keep the staff informed of current developments. Necessary adjustments to the computer configuration and operational procedures were made as conditions warranted. A major development was the installation of software support for the second computer installed in October 1973. The operating system is a new product which uses a technique known as "virtual storage"; OS/VS1 manages expensive computer memory more efficiently than could previously operating systems.

A measure of growth in teleprocessing activities is seen in the additions made to the Customer Information Control System (CICS), the primary teleprocessing support software. During the past six months, seven new applications developed by groups in the Information Systems Office and the MARC Development Office have been incorporated into CICS production. The total number of CICS applications has doubled within the past six months.

Computer Service Center

During the past six months the Computer Service Center has undergone many changes in the areas of computer hardware and work handling procedures. The increase of computer applications, particularly in teleprocessing activities, required that computer capacity and backup capability be increased. A second computer, therefore, was installed in October to improve the quality of data processing services to computer users. Additional disk storage devices were also acquired to increase the amount of data which can be accessed and to increase cost effectiveness.

CRT display devices were installed in the Personnel Operations Office, American Law, Science and Technology, and the Loan Divisions. Additional terminals were also installed in the U.S. Senate. In order to improve the response time for terminal users, the multi-point telephone line was redistributed among users.

The paper shortage continued to be of direct concern. Because of potential shortages in computer ribbons, magnetic tape, disk packs, and other essential components, steps were taken to provide sufficient lead time for ordering these items.

Computer Applications Office

Computer support to the Congressional Research Service (CRS) and to the Congress continued to grow with emphasis on expanding on-line retrieval capabilities in the Legislative Information Display System, which provides access to *Bill Digest* data and citations to current legislation (see Congressional Research Service below).

Reference Department automation activities were highlighted by an interim system to support the automated maintenance of a portion of the Central Charge file of the Loan Division. Automation support of a broader range of Loan Division activities is being developed concurrently. The first phase of the Order Control System for the Division for the Blind and Physically Handicapped (DBPH) is nearing completion. The system in DBPH will have the on-line capability for entry of data, for updating information in the file, and for querying the data base, as well as the capability for producing all necessary documentation.

Automation activities in the Copyright Office included the completion of design and programming specifications for the publication and cataloging system under development. The preparation of *Catalogs of Copyright Entries* in microform was begun, including Class N data.

Camera-ready copy of formatted statistical reports was presented to the Federal Library Committee (FLC) in connection with ISO's participation in the Survey of Federal Libraries (1972). Over 1,500 federal libraries responded to the FLC questionnaire and ISO provided a variety of statistical measurements.

Efforts continued in the promotion of utility software for a variety of applications. The SPECOL software system installed during the first six months of 1973 continued to be used to extract data for special

reports from the Personnel Data File, the Employee Address File, and the CRS Inquiry Control File. As an alternative to paper products, generalized software was developed to support the production of microfiche or microfilm. Currently, the program is used to produce the MARC Print Index Listing on microfiche.

PRESERVATION ACTIVITIES

The most unusual event in which the Preservation Office was involved during the past six months was the disastrous fire in the Military Personnel Records Center outside of St. Louis, Mo., which occurred on July 12. Within hours after the fire started, the Archivist of the United States had requested the assistance of LC's Preservation staff. Two staff members were in St. Louis the next day and spent the next two weeks assisting and advising in the salvage operation. Recovery of these records is now going on successfully as a result of collaboration between LC staff and the technical experts of the McDonnell Douglass Aircraft Corporation, which made available a large vacuum drying chamber formerly used in the space program.

One of the most fundamental and most complex tasks in the conservation of library materials is the development of mass treatments by means of which large quantities of damaged or deteriorated materials may be treated en masse or in a "production line" operation without the sacrifice of conservation expertise or quality which these words might imply. One such development, which has taken place in Europe, is the invention of what is known as leaf-casting equipment. This machine enables conservators to repair paper documents, fill holes or voids, and restore lost margins much more effectively and many times more rapidly than these same tasks can be accomplished manually. The best known and most fully developed leaf-casting machine is produced by the Yissum Research Institute of the Hebrew National Library in Jerusalem. LC ordered such a machine last year and took delivery in early November. Since then the Restoration Office staff has already demonstrated its value and made a number of improvements. This initial period has been largely experimental, but the equipment is expected to go into routine use early in the new year.

During the same period, the Research Office Laboratory has been involved in a number of projects including the testing and evaluation for the Council on Library Resources of a new vapor-phase deacidification and buffering treatment for brittle books. John C. Williams, Research Officer, has completed and submitted for publication an article describing a new theory relating to the MIT Folding Endurance Test. Similarly, Dr. Williams' work on the vapor phase treatment of paper with di-ethyl zinc has been developed to the point at which the fundamentals of the treatment are known and there is evidence that the process can be successfully applied to paper. Further work remains to be done, but the results to date are promising.

The laboratory is carrying forward several other projects including a comprehensive evaluation of presently known or proposed methods of deacidifying paper, depolymerization as a means of evaluating the deterioration of paper, stain identification and removal, and similar projects.

One of the most important events of the past six months was a lecture on December 10 by Dr. Romuald Kowalik, Chief of the Microbiological Section of the Institute for Industrial Organic Chemistry in Warsaw. Dr. Kowalik is one of the world experts on the microflora of library and archival materials and his lecture summed up his twenty-five years of work in this field. Much of the material is new and unpublished and represents a significant contribution to the field. The Library of Congress will publish Dr. Kowalik's paper as part of its proposed new series devoted to the conservation of library and archival materials.

PHOTODUPLICATION SERVICE

Phase II of a four-phase Laboratory renovation project has been completed in the Photoduplication Service. The staff and equipment dislocations necessitated by this program to improve physical facilities and working conditions were accomplished with a minimum of disruption of work flow or delay in filling public orders.

Specifications for the Microfilming of Books and Pamphlets in the Library of Congress, the second in a series of four microfilming specifications planned by the Photoduplication Service, was printed by the GPO in November 1973. These new *Specifications* are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402 for 40 cents a copy (Stock no. 3000-00068).

The Service continues to issue circulars describing recently filmed publications deemed to be of scholarly interest. Notable among those sent during the

last half of 1973 announced Russia's *Istoricheskii Viestnik* (1880-1917); two British suffragist serials, *Votes for Women* (1907-1918) and *Britannia* (1912-1918); and, Romania's *Monitorul Oficial* (1867, 1874, 1876, 1882-1913).

FEDERAL LIBRARY COMMITTEE

The Federal Library Committee has continued its active program directed toward the following broad objectives: (1) to achieve wider and improved utilization of library resources and facilities; (2) to provide more effective planning, development, and operation of Federal libraries; and (3) to promote an optimum exchange of experience, skill, and resources among Federal librarians. With the assistance of research and development grants for specific contractual studies, work groups composed of Federal librarians have directed programs and projects in a variety of areas, with emphasis the past year on reorganization, automation, and education and training. On June 29, 1973, FLC entered into a cooperative agreement with the Ohio College Library Center to experiment with interfacing and connecting the OCLC data base and existing supporting systems to a national automated telecommunications service system which will provide user Federal libraries with on-line access to the OCLC data base through local telephone connections and which will provide each user library with on-line cataloging data and printed catalog cards in individualized formats. Initially, twelve libraries have joined together in providing the resources necessary for this experiment. Other Federal libraries both within and outside the Washington metropolitan area may also participate. Because of technical and other problems, the leased line from Washington to Columbus, Ohio, has been delayed; present indications are that it will be operational in January 1974.

The FLC Task Force on Recruitment developed a qualifications rating scale for use with applications under the Civil Service Commission's GS 1410 (librarian) series. This scale was accepted and implemented. A self-coding scheme for use by the Commission in expanding the GS-14 register was also developed.

The fourth executive workshop, planned and administered by the FLC Education Task Force, brought together librarians from various areas and particularly from western States for sessions on a wide range of library administrative issues.

Frank Kurt Cylke left the Federal Library Committee in July to become Chief of the Division for the Blind and Physically Handicapped. James P. Riley, University Librarian at Marquette University, was appointed Executive Director and will assume full responsibility on January 7, 1974. He will also serve as Chairman of the U.S. National Libraries Task Force on Cooperative Activities.

U.S. NATIONAL LIBRARIES TASK FORCE ON COOPERATIVE ACTIVITIES

The U.S. National Libraries Task Force continued to rotate its monthly meetings among the three national libraries. The Task Force concentrated on strengthening cooperation in acquisitions, cataloging, automation, and service of materials. It issued documents on the "Acquisitions Responsibilities of the Three U.S. National Libraries" and "Cooperative Agreements and Arrangements" involving the National Agricultural Library, the National Library of Medicine, and the Library of Congress. The latter reviews the formal and ad hoc arrangements for cooperation that have been developed in the interest of efficiency, economy, and elimination of duplication of effort to the fullest degree possible.

A contractual study on subscription dealer performance involved review of services that are or could be provided to libraries by subscription dealers, such as central placement of orders, handling of supplemental charges, and claiming. On the basis of service data collected from subscription agents, the contractor developed a checklist of services appropriate for libraries to expect from their agents and a mechanism to ensure agents' compliance with service agreements.

A committee of representatives from the three libraries consulted with publishers, dealers, and librarians about the need for a Standard Order Form. This work has been expanded to meet the needs of the wider community, and several professional groups have lent their support to the development and implementation of this standard. A corresponding project still under study is the need for a Standard Book Order Format, involving use of an identification code for book orders which would include the ISBN as one part of the number.

Other projects include a joint study on computer readable input, investigation of the pros and cons of centralized storage facilities, and surveys concerning preservation of materials in the three libraries.

NATIONAL SERIALS DATA PROGRAM

The Legislative Branch Appropriation Act for fiscal

1974 included funding for 9 positions and $133,000 as the Library of Congress share in support of the National Serials Data Program (NSDP). The NSDP is a cooperative program of the National Library of Medicine, the National Agricultural Library, and LC.

As its primary task for the national libraries, the NSDP has processed for inclusion in its data bases the current serial cataloging data for the three libraries. At the end of calendar 1973 the serial data base includes 5,200 records for newly cataloged serials reported by the three libraries, as well as 6,300 author headings in the Corporate Authority File. This latter data base includes the form of heading used by NSDP as well as related headings used by the three libraries.

In addition, the NSDP has prepared a proposal to develop a large core data base of 60,000 serial titles in science and technology. This proposal is being submitted for funding by an agency outside of the three libraries and it is planned to implement this project early in calendar year 1974.

The International Organization for Standardization Technical Committee 46 (ISO TC46) in late October submitted the Draft International Standard ISO/DIS 3297–Documentation-International standard serial numbering (ISSN) to the American National Standards Institute (ANSI) Z39 Committee for ratification. The NSDP has been instrumental in the development of this international standard.

The NSDP has also played a prime role as the leading national member in the development of the International Serials Data System's (ISDS) *Guidelines for ISDS,* published in mid-1973. The ISDS is the implementing mechanism for the ISSN as an international standard and the *Guidelines* provides the detailed specifications not included in the standard. The ISDS, in addition to the U.S. National Center (NSDP) and an International Center in Paris, now has national centers in Canada, Australia, the United Kingdom, Belgium, Japan, and a COMECON regional center in the U.S.S.R.

The ISDS represents the primary element of UNESCO's UNISIST program in its efforts to establish a world science information system. The Director of NSDP is a member of the UNISIST Working Group on Bibliographic Data Interchange which is looking into the feasibility of achieving compatibility among the various internationally utilized bibliographic standards and systems.

The NSDP is also concerned with national developments in the establishment of a uniform system of bibliographic control over serial publications. A group of serial librarians and systems librarians organized an ad hoc Discussion Group on Serials Data Bases and held its first meeting at the ALA meeting in Las Vegas. Staff of NSDP attended that first as well as subsequent meetings and have been working closely with the Group in all areas.

PRESIDENTIAL PAPERS PROGRAM

The microfilm of the Woodrow Wilson Papers (540 reels) and an accompanying three-volume *Index to the Woodrow Wilson Papers* have been issued. The James A. Garfield Papers film (177 reels) and a one-volume *Index* are to be available in January 1974, with the film and *Index* for Thomas Jefferson to follow in the spring.

NATIONAL UNION CATALOG REFERENCE SERVICE

For the six-month period ending November 30, 1973, the Union Catalog Reference Unit (UCRU) received 28,315 requests for locations and bibliographic information, an increase of nearly 13 percent over the previous six-month period.

Widespread application of the 1973 manual, *The National Union Catalog: Reference and Related Services,* and the use of standard forms have resulted in more carefully prepared and uniform inquiries, better screening, and the greater utilization of local, State, and regional resources. Nearly all mail inquiries employ the single-title forms which, like the manual, are available from UCRU; teletype requests are usually sent in the new format with which institutions have reported surprisingly few problems.

FOREIGN NEWSPAPER MICROFILMING

The third issue of *Foreign Newspaper Report* prepared by the Reference Department's Office of the Coordinator of Foreign Newspaper Microfilming, was distributed in November, completing the first full year of publication. This *Report* is sent to more than 800 libraries, research institutions, area studies associations, and commercial micropublishers throughout the world. Plans are now underway to expand the publication's coverage to include information about the acquisition and microfilming of foreign gazettes, as well as foreign newspapers.

ACTIVITIES OF THE SCIENCE AND TECHNOLOGY DIVISION

The move of the Science Reading Room into the central fifth-floor area formerly occupied by the Annex catalog was completed in December. This new Science Reading Room provides about the same linear shelf space for the reference collection as did the old one, and accommodates about the same number of readers. The division's two free-distribution series publications have maintained their popularity, in particular the *LC Science Tracer Bullet* titles dealing with energy alternatives (solar and geothermal engery and wind power) and the informal National Referral Center "selected list" on petroleum and natural gas; all of these, incidentally, antedated by at least a few months the broad public awareness of the energy crisis. The revised *Social Sciences* volume in the NRC series *A Directory of Information Resources in the United States* was published in July, and the revised *Federal Government* volume is in press. Also in press is a chronology on the Wright Brothers. In addition, the division continued to provide text for publications issued by other agencies, including *Astronautics and Aeronautics: Chronology on Science, Technology, and Policy,* published by NASA, and the *Bibliography on Cold Regions Science and Technology* published by the Army's Cold Regions Research and Engineering Laboratory (CRREL). For the latter, camera copy for volume 27 and five-year cumulated author and subject indexes covering volumes 23 through 27 were produced on the Library's computer. A continuing task is the verification of entries for a revised edition of *A Guide to the World's Abstracting and Indexing Services in Science and Technology* being compiled jointly by the National Federation of Abstracting and Indexing Services and the International Federation for Documentation.

A video-display terminal and printer connected online to the AEC-RECON data-base complex in Oak Ridge, Tenn., was installed in the division in November. The first major data base readied for access through the terminal was *Nuclear Science Abstracts;* the great convenience of the device was soon evident, notably in a reduction in search time for various bibliographic and reference applications. Meanwhile, the division is awaiting the conversion to searchable status of several division data bases, including a new merged NRC corpus and the Polar Bibliographic Data Base, for access through another computer terminal. On the *Antarctic Bibliography,* the many technical details relating to its planned photocomposition were being worked out with LC's Publications and Information Systems Offices and the Government Printing Office in the hope that volume 6 can be put on the Linotron. The retrospective conversion of volumes 1 through 5 into machine-readable form was completed, but substantial editing is still required before cumulative indexes can be compiled. ATS keyboarding of the 10,000 titles already coded under the Science Serials project is progressing slowly on a time-available basis.

SERVICES TO THE BLIND AND PHYSICALLY HANDICAPPED

The national network of libraries serving blind and physically handicapped readers increased to the largest size ever recorded in the six-month period ending December 31, 1973, to a grand total of 53. Two new regional libraries were established (Idaho and South Carolina), as were five new subregional libraries in three States. The latter are community libraries under auspices of the regional libraries in the States, which normally provide talking book service primarily to eligible readers within their respective jurisdictions. Readers of cassette books produced by the Division for the Blind and Physically Handicapped, and circulated by the network libraries, has risen 600 percent from fiscal 1970, when cassette books were introduced by the Division, through the end of fiscal 1973.

Support and promotion of sound growth and development in the national network represents a primary goal of the Division, the predominant producer and supplier of library materials and playback equipment to qualified readers at no cost through the network of cooperating libraries. Several members of the Division staff, in addition to giving consultation on program development and management during visits to cooperating libraries, participated as resource persons in three 1973 regional conferences planned and sponsored by network participants.

An experienced administrator of national and local library programs, Frank Kurt Cylke, received appointment as Chief of the division effective July 9, 1973, to succeed Robert S. Bray who retired. Another appointment, that of Steven J. Herman, former New Jersey regional librarian, to be head of the Division's National Collections Section, effective December 24, 1973, completed the filling of vacancies in the Division's critical management positions.

Fiscal 1974 appropriations provided for two en-

tirely new activities by the division: the development of a national automated bibliographic service for library materials for blind and physically handicapped readers, and for the establishment of two multi-State centers, as depositories and servicers for braille materials and playback equipment. The division proceeded with plans to have contracts awarded for establishing and operating the centers, and to develop a blueprint and lay a foundation for the first-time automated bibliographic service.

To cope with shortages of electronic components, plastics essential to the production of discs and magnetic tape, paper products, and other materials critical to the program, the division took steps to make use of all extant models of playback equipment, among other actions. Another important move in the direction of the best use of available resources was an arrangement with the Association of Research Libraries for the division to participate in the ARL-developed Management Review and Analysis Program. The division's participation marks the first time that a library organization other than a research library, for whom the program was designed, has become involved in the enterprise. The program is a seven-month self-study and examination of management, utilizing tools and materials developed by the ARL Office of University Library Management Studies, in addition to ARL-provided training sessions and consultation.

An intensified effort was made to find and reach eligible readers and to seek out reader response to program plans and activities. A special study was carried out to determine more precisely the total number of individuals in the country who are potentially eligible for the program. Division staff also held meetings with representatives of several organized groups of blind and handicapped persons for an exchange of views on library needs and services. A growing number of public agencies are seeking division and network assistance in meeting the information needs of their respective clients and patrons who are blind and physically handicapped.

CONGRESSIONAL RESEARCH SERVICE

The traditional services of the Congressional Research Service (CRS) were expanded in the Legislative Reorganization Act of 1970 in order to provide the Congress with massive aid in policy analysis. The present functions of the Service can be broken down into several categories: policy analysis and research, documentation and status of legislation, and information support and reference services. The main thrust of CRS activity is to provide direct and rapid response to the diverse information needs of the Members of Congress, the Congressional Committees, and Congressional staffs. During the first half of the present fiscal year, CRS has answered more than 90,000 inquiries from Congress.

As part of a continuing effort to assure that the best information is readily available to the CRS research staff and to the Congress, the Service has been developing a variety of new services and products which take advantage of the existing bibliographic and bill digest data bases as well as the projected development of an issue briefing system which will contain short analytical summaries of major public policy concerns. These data bases can be queried on line via cathode ray tube (CRT) terminals which have associated print capabilities.

At the beginning of 1973 the bill digest data base, which has been used for the last several years in the preparation of the CRS publication—the *Digest of Public General Bills and Resolutions*, could be accessed by the CRT either directly by bill number or indirectly by bill sponsor, co-sponsor, committee, or a broad subject term. This data base contains 93rd Congress legislation—House and Senate bills introduced since January 1973.

The CRS bibliographic data base began in 1969 and contains citations in modified MARC format to select articles drawn from over 4,000 serial publications, as well as Congressional publications, government documents and a variety of reports, pamphlets, and selected CRS research reports. The primary focus of this data base is to provide information support to the full range of public policy and legislative activity. This data base has been used to generate a weekly Selective Dissemination of Information Service (SDI) to the CRS research staff and to Congress in addition to book catalogs and retrospective bibliographies. Approximately 50,000 citations input during 1972 and 1973 are now available via CRT. During this initial stage it is possible to access the files by using: citation numbers; topical, personal, corporate, or geographic descriptors; personal or corporate authors; or the broad subject terms used to create the SDI.

At the direction of the Chairman of the Senate Committee on Rules and Administration, CRS is developing a new data base containing very concise, objective summaries of approximately 200 major issues. Each briefing paper will contain a brief analysis, a listing of major relevant legislation, and a short

bibliography of significant works on the topic. These issue areas will be carefully monitored so that new developments can be reflected in the briefing paper which will be displayed on a CRT or provided in hard copy on request.

An additional new service takes advantage of the MARC data base created by the Processing Department of the Library of Congress to provide the CRS research staff with a Selective Dissemination of Information Service on a bi-weekly basis. This is a useful supplement to the CRS SDI system, which includes very few monographs and no trade books.

In addition to the computer based information transfer going on in CRS, the last six months has included the old fashioned people-talking-with-people kind of information transfer. The Congressional Research Service in cooperation with the Brookings Institution's Advanced Study Program continued to sponsor seminars on public policy issues. The seminars for Members of Congress during this period covered economic policies and controls, food scarcity, consumer protection, and the media and the government. A similar series of seminars covering budget reform and legislation affecting the status of women, was held for the Congressional staff. During the same time a series of speaker forums for the CRS staff presented information on the equal rights amendments, newsmen's privileges, and Congressional Committee structure and functioning.

The revised and updated edition of *The Constitution of the United States of America–Analysis and Interpretation* is expected to be available from the Government Printing Office early in the new year. The volume contains 1,990 pages and will cost $20.50.

AMERICAN REVOLUTION BICENTENNIAL PROGRAM

Two publications issued from the American Revolution Bicentennial Program in December: *The Fundamental Testaments of the American Revolution* ($3.50), a volume containing the papers delivered at the Library's second symposium on the American Revolution, May 10-11, 1973; and *Two Rebuses from the American Revolution* ($2.50), a facsimile of Matthew Darly's 1778 caricature, representing Great Britain and America as a mother and child disputing. Both may be ordered prepaid from the Library's Information Office.

Leadership in the American Revolution is the topic of the third symposium in the LC series. It will be held in the Coolidge Auditorium, May 9-10, 1974. Lyman H. Butterfield, editor of *The Adams Papers*, will be chairman. Professor Alfred H. Kelly, Wayne State University, will open the symposium with an address on Leadership in American History. Professor Marcus Cunliffe, University of Sussex, England, will analyze Congressional Leadership in the American Revolution, and Professor Gordon Wood, Brown University, will discuss Intellectual Leadership in the American Revolution. Professor Don Higginbotham, University of North Carolina, will speak on Military Leadership in the American Revolution and Professor Bruce Mazlish, Massachusetts Institute of Technology, will discuss American Revolutionary Leadership: The Psychological Dimension. The symposium is free and is open to the public; registration may be made by writing to the Library's American Revolution Bicentennial Office.

Beginning in March 1974 copy for the first volume of the *Letters of the Delegates to Congress, 1774-1789*, will be submitted to the Library's Publications Office. This volume will be the first fruit of the American Revolution Bicentennial Office's ambitious project to locate and edit all of the letters and other documents relating to the Continental Congress and the Congress of the Confederation that their members produced. It is anticipated that 18,000 documents will be published in 25 volumes.

The manuscript of *Revolutionary America, 1763-1789, a Bibliography* is near completion. This comprehensive listing of published primary and secondary sources, covering periodical articles and a selection of contemporary pamphlets as well as books issued through 1972, will contain about 12,000 entries, 3,000 of them annotated.

A guide to the Library's drawings and prints from the period of the American Revolution, as well as a guide to the Library's manuscripts from the same period, are in press. Work is progressing rapidly on a checklist to the Library's maps of the Revolutionary period.

OTHER LC PUBLICATIONS

Never a simple operation at best, the production of government publications has become increasingly difficult in the past year. The editorial work demanded by scholarly manuscripts has increased in volume with the preparation of major guides, compilations, and facsimiles in observance of the

Bicentennial of the American Revolution. This program, combined with simultaneous preparation of such major works as the catalogs of the Rosenwald, Kraus, and Harkness collections, demands a highly concentrated effort.

The most pressing of the current problems arise after the manuscript has left the editor's hands. Since both the Government Printing Office and commercial printers are faced with shortages of certain types of papers and binding cloths, specifications must allow for more than one choice. At times, the alternatives are below the first choice in quality and suitability. The energy crisis will also affect the availability of pigments used in printing inks, and suppliers are forecasting limitations in the choice of colors. Actual printing time for jobs going through the GPO has lengthened considerably.

Nevertheless, since the last semiannual report the Library has published, in addition to those previously mentioned, the *Guide to the History of Cartography*, volume seven of *A List of Geographical Atlases*, *Spanish-Speaking Africa*, *Africana Acquisitions*, and *A Revised Guide to the Law & Legal Literature of Mexico*. Thirty-seven out-of-print literary lectures given at the Library by such outstanding figures as Thomas Mann, T. S. Eliot, Stephen Spender, Richard Wilbur, Mackinlay Kantor, Lin Yutang, Saul Bellow, and others were reissued in one volume, selling for $7 at the GPO bookstore, $7.55 domestic, postpaid. A two-disc recording, *The Hammons Family*, accompanied by a substantial text that discusses the history and traditions of this West Virginia family as well as its music, was prepared by the Archive of Folk Song with the cooperation of the Recorded Sound Section.

Sources in France for the study of American history, with particular emphasis on the Revolutionary period, were featured in the October 1973 *Quarterly Journal*, fitting in nicely with an article on recent acquisitions of the Manuscript Division and a copiously illustrated piece on the Historic American Buildings Survey, which has reached its 40th anniversary.

The lecture of Erik Haugaard, translator of a new complete edition of the tales of Hans Christian Andersen, on the occasion marking the tenth anniversary of the Children's Book Section is now in press as a pamphlet publication of the Library of Congress.

APPENDIX II

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SHARING MACHINE-READABLE BIBLIOGRAPHIC DATA: A PROGRESS REPORT ON A SERIES OF MEETINGS SPONSORED BY THE COUNCIL ON LIBRARY RESOURCES, INC.

by Henriette D. Avram

Beginning in December 1972 and continuing since that date, the Council on Library Resources, Inc., has convened a series of meetings of representatives of several organizations to discuss the implications of bibliographic data bases being built around the country and the possibilities of sharing these resources. The participants in the CLR-sponsored meetings included the Library of Congress, the National Agricultural Library, the National Library of Medicine, the National Serials Data Program, the New England Library Information Network, the New York Public Library, the Ohio College Library Center, the Stanford University Libraries, the University of Chicago Libraries, Washington State Library, and the University of Western Ontario Library.

Although the deliberations are not yet completed, the Council, as well as all participants in the meetings, felt that it was timely to make the progress to date known to the community. Since publication in the open literature implies a long waiting period between completion of a paper and the actual publication date, it was decided that this paper should be written and distributed as expeditiously as possible. Because the Library of Congress has vehicles for dissemination of information in its MARC Distribution Service, *Information Bulletin*, and *Cataloging Service Bulletin*, LC was asked to assume the responsibility for the preparation of a paper to be distributed via the above mentioned channels as well as sending copies to relevant associations.

The bibliographic data bases under consideration at individual institutions contain both MARC records from LC as well as records locally encoded and transcribed. These local records represent (1) titles in languages not yet within the scope of MARC, (2) titles in languages cataloged by LC prior to the onset of the MARC service, (3) titles not cataloged by LC, and (4) titles cataloged by LC and recataloged when the LC record cannot be found locally. The first two categories, in many instances, are being encoded and transcribed by institutions using LC data as the source, such as proofsheets, NUC records, and catalog cards. These are referred to for the remainder of this paper as LC source data and the third and fourth categories as original cataloging.

All participants agreed that the structure of the format for the interchange of bibliographic data would be MARC [1], but several participants questioned if a subset [2] of LC MARC could not be established for interchange for all transcribing libraries other than LC. Although LC had reported its survey regarding levels of completeness of MARC records [3] and the conclusions reached by the RECON Working Task Force, namely, "to satisfy the needs of diverse installations and applications, records for general distribution should be in the full MARC format," it appeared worthwhile to make a survey once more to see if agreement could be reached on a subset of data elements. The survey included only those institutions participating in the CLR meetings. The result of the survey again demonstrated that considered collectively, institutions need the complete MARC set of data elements. The decision was made that the LC MARC format was to be the basis of the further deliberations of the participants.

Attention then turned to any additional elements of the format or modifications to present elements that may be required in order to interchange bibliographic data among institutions. All concerned recognized that although networks of libraries, in the true sense, still do not exist today, much has been learned since the development of the MARC format in 1968.

Certain ground rules were established: (1) the material under consideration is to be limited to monographs; (2) the medium considered for the transmission of data is magnetic tape; (3) data recorded at one institution and transmitted to another in machine-readable form is not to be retransmitted by the receiving institution as part of the receiving institution's data base to still another institution; [4] (4) any additions or changes required to the MARC format for "networking" arrangements are not to impact LC procedures substantially; and (5) any additions or changes required to the MARC format for "networking" arrangements are not to substantially affect MARC users.

Long discussions took place concerning modifica-

tions to LC source data by a transcribing library and the complexity involved in transmitting information as to which particular data elements were modified. Ground rule 6 was established stating that if any change is made to the bibliographic content of a record copied from an LC source document (other than the LC call number), the transcribing library would be considered the cataloging source, that is the machine-readable record would no longer be considered an LC cataloging record. Any errors detected in LC MARC records are to be reported to LC for correction.

A subcommittee was formed to study what MARC format additions and modifications were required. The subcommittee met on several occasions and made the following proposals to the parent committee:

(1) Fixed field position 39 and variable field 040, cataloging source, should be expanded to include information defining the cataloging library, that is, the library responsible for the cataloging of the item and the transcribing library, that is, the library actually doing the input keying of the cataloging data.

(2) LC should include the LC card number in field 010 as well as in field 001. When the LC card number is known by an agency transcribing cataloging data, field 001 should contain that agency's control number and field 010 should contain the LC card number.

(3) Variable field 050 should not be used for any call number other than the LC call number. Transcribing agencies should always put the LC call number in this field if known.

(4) A new variable field 059, contributed classification, should be defined to allow agencies other than LC, to record classification numbers such as LC classification, Dewey, and National Agricultural Library classification, with indicators assigned to provide the information as to what classification system was recorded and whether the cataloging or transcribing agency provided this data.

(5) Variable field 090, local call number, should follow the same indicator system as defined in field 059. (090 contains the actual call number used by either the cataloging or transcribing library while 059 would contain additional classification numbers assigned by the cataloging or transcribing library.)

(6) LC would assume the responsibility of distributing any agreed upon additions or modifications as either an addendum to or a new edition of *Books: A MARC Format.*

Discussions following the presentation of the above proposals indicated concern regarding three principal areas:

(1) The modifications of any data element in an LC source document other than the addition of a local call number dictated that the institution performing the modification of the record assumed the position of the cataloging source. This resulted in the possibility that a large number of records would undergo minor changes and consequently the knowledge that the record was actually an LC record would be lost. This loss was considered a critical problem.

(2) The creation of a MARC record implied that each fixed field and all content designators should be present if applicable for any one record. During the LC RECON project, it was recognized that certain fixed fields could not be coded explicitly because the basic premise in the RECON effort was the encoding of existing cataloging records without inspecting the book. Consequently, the value of certain fixed fields, such as indicating the presence or absence of an index in the work, could not be known. Participants felt that a "fill" character was needed to describe to the recipient of machine-readable cataloging data that a particular fixed field, tag, indicator, or subfield code could not be properly encoded due to uncertainty. The "fill" character will be a character in the present library character set but one not used for any purpose up to this time.

(3) Although networking is not clearly defined at this time, participants felt that the MARC format should have the capability to include location symbols to satisfy any future requirement to transmit this information in order to expedite the sharing of library resources.

Majority opinion indicated there was a need to guarantee the recognition of an LC source record, that a "fill" character could serve a useful function, and that a method of transmitting location symbols was required. Three position papers were written on the topics outlined above giving the rationale for the requirement and describing a proposed methodology for implementation. These papers were reviewed at a meeting of the participants and are presently undergoing modification taking into account recommendations made.

The revised papers are to be distributed prior to the

next meeting in January 1974. Following this meeting, another paper will be prepared for publication which will include a definitive account of the modifications and additions recommended for the MARC format as well as describing the rationale for the additions and modifications. At that time the proposals will be submitted to the library community for its review and acceptance.

If the additions and changes are approved by the MARBI [5] Committee of the American Library Association, LC will proceed to amend or rewrite the publication *Books: A MARC Format.* The following points, however, will aid in the understanding of the issues described in this paper.

(1) The meetings were concerned with a national exchange of data, not international.

(2) The additions and modifications recommended for the MARC format, with one exception, affect organizations other than the Library of Congress exchanging machine-readable cataloging data. Except for distributing records with the LC card number in field 010 as well as 001, the MARC format at LC will remain intact.

(3) LC will investigate the use of the fill character in its own records, both retrospective and current, and for records representing all types of materials.

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[1] The MARC format has been adopted as both a national and international format by ANSI and ISO respectively.

[2] Subset in this context includes both the data content of the record (fixed and variable fields) and content designators (tags, indicators, and subfield codes).

[3] RECON Working Task Force. "Levels of Machine-Readable Records," in *National Aspects of Creating and Using MARC/RECON Records.* Washington, Library of Congress, 1973. pp. 4-6.

[4] This rule did not extend to a subscriber to the LC MARC service duplicating an LC tape for another institution. One can readily see the chaos that would result if institution A sent its records to institutions B & C. B then selected all or part of A's records for inclusion in its data base and then transmitted its records to A & C. The result of the multi-transmission of the same records, modified or not, would create useless duplication and confusion.

[5] RTSD/ISAD/RASD Representation in Machine-Readable Form of Bibliographic Information Committee.